SC DEPARTMENT OF CORRECTIONS -JOB POSTING NOTICE (EOE)-

OPENING DATE: 02/24/15 CLOSING DATE: 03/05/15 (4:30 PM)

SCDC INTERNAL TITLE: LT II SCDC POSITION #: 013352

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: A2 WORK TIME: 0700 PM - 0700 AM LOCATION: LEE CORRECTIONAL INSTITUTION, BISHOPVILLE (LEE) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER III STATE JOB CLASS: JD40

BAND: 05 SALARY RANGE \$ 031805 - \$ 058848 SPECIAL INCENTIVE: YES

LEVEL: B SALARY RANGE \$ 033082 - \$ 052366 SCEIS POSITION #: 61021959

STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:
A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN
CORRECTIONAL, SECURITY OR POLICE WORK.

AGENCY PREFERRED QUALIFICATIONS:

THREE YEARS EXPERIENCE IN CORRECTIONAL, SECURITY OR POLICE WORK, TO INCLUDE ONE YEAR OF CORRECTIONAL SUPERVISORY EXPERIENCE. CERTIFIED BY THE SCDC TRAINING ACADEMY AND SATISFACTORY COMPLETION OF THE BASIC SUPERVISORY COURSE WITHIN SIX MONTHS OF ENTRY INTO THE POSITION.

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION, PLANS, COORDINATES AND DIRECTS THE ACTIONS OF THE SECURITY STAFF AND OVERSEES SECURITY, CUSTODY AND CONTROL OF INMATES IN ASSIGNED UNIT(S) OF A MEDIUM/MAXIMUM SECURITY FACILITY.

ASSUMES PRIMARY RESPONSIBILITY FOR SECURITY FOR ALL BUILDINGS AND PUBLIC PROPERTY. MAKES ROUTINE CHECKS OF THE UNIT(S) TO ENSURE SUBORDINATE STAFF ARE PERFORMING THEIR DUTIES PROPERLY AND SAFELY, AND THAT CLEANLINESS AND OSHA STANDARDS ARE MAINTAINED. ASSISTS WITH ALL INMATE COUNTS FOR ACCURACY. INVESTIGATES COMPLAINTS AND VIOLATIONS; ARBITRATES DISPUTES AMONG INMATE POPULATION AND CORRECTIONAL STAFF. COMMENTS:

ASSIGNED TO RHU